

Town of Shirley Personnel Board

Minutes, May 22, 2019

The meeting was called to order at 6:00 pm at the Town Offices building. Members present were Paul Przybyla, Bill Oelfke and Holly Haase.

Upon a motion made by Ms. Haase and seconded by Mr. Oelfke, the minutes of the meeting of March 26, 2019 were approved as written.

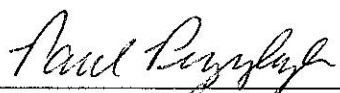
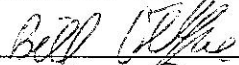

Upon a motion made by Ms. Haase and seconded by Mr. Oelfke, the minutes of the meeting of April 22, 2019 were approved as written.

Mr. Oelfke introduced the agenda items which he requested for this meeting. In reviewing the town bylaws regarding elected officials and the applicability of Personnel Board to them, it was found that the Personnel Board website needs to be updated with the current bylaws. Ms. Haase offered to make that change. Mr. Oelfke indicated his interest in requesting the Selectmen to accept his request to have his elected position as Town Clerk be subject to the oversight of the Personnel Board and its functions.

There was also discussion of the need to bring the functions of the Personnel Board to the attention of managers and officials of the town. One area in need of help is the process of interviewing employees and setting wages within the classification and wage schedule.

It was agreed to have the agenda of the next meeting devoted to a review of the Personnel Manual. Members will try to compare the town's Personnel Manual with copies of Personnel manuals from other towns or private Massachusetts businesses.

The meeting adjourned at 6:50 pm.

	Paul Przybyla
	Bill Oelfke
	Holly Haase